

EDGEFIELD COUNTY GOVERNMENT
Tax Clerk

Edgefield County is seeking qualified applicants for the position of Tax Clerk in the Tax Assessor's office. Job requirements include registering mobile homes and moving permits; maintaining files and retrieving files; receiving payments; assisting customers and other duties as required. Clerical accuracy, mathematical proficiency, and the ability to communicate courteously and effectively are essential job skills. The starting salary for this position is \$20,938 or greater, depending on qualifications. Edgefield County conducts pre-employment testing for the use of illegal substances, as well as criminal background checks. This position will remain open until filled by a qualified applicant. Applications may be obtained at the Edgefield County Administration Building, 124 Courthouse Square, Edgefield, SC or on our website at www.edgefieldcounty.sc.gov

EQUAL OPPORTUNITY EMPLOYER